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PROJECT SUMMARY/ ABSTRACT

The City of Seattle's Human Service Department (HSD) seeks to close the gap between the number of people *eligible* for and the number *accessing* a wide range of federally-, state- and locally-funded benefits including: child care subsidies, preschool, energy/utility assistance, food assistance, health insurance, free tax preparation, job training, asset building services, and new ARRA resources such as rental assistance, weatherization, Low Income Home Energy Assistance Program (LIHEAP) and Women, Infants and Children (WIC). PeoplePoint, an outreach and information program centrally housed at HSD, acts as a bridge to connect individuals and families in need with these resources through multiple City departments and programs, and through community outreach sites. Through a "no wrong door" approach, PeoplePoint aspires to help people access benefits *all in the same place at the same time*.

With a one time investment of \$250,000 from the Strengthening Communities Fund to improve and expand PeoplePoint (The Project), HSD will implement key improvements that will result in more efficient systems, stronger coordination and a more powerful and cohesive network of Nonprofit and Strategic Partners all working together to enroll more people in the public benefits for which they are eligible. Working with its partners, HSD will *double* the number of benefits applications and measurably improve the rate of successful enrollment over two years. HSD's adoption of an electronic benefits portal for PeoplePoint underpins the City's internal capacity building effort.

The Project will serve the City of Seattle and White Center, a contiguous unincorporated area of South King County. *Note: The term 'nonprofits' is used throughout this proposal to mean secular and faith-based community organizations.*

NEED FOR ASSISTANCE

Low income families need help meeting basic needs. Research indicates that, on average, families need an income of about twice the federal poverty level to meet their basic needs. Yet, 25% of households (66,400 of 264,953; 2005-2007 ACS PUMS) in Seattle live below this threshold. Another 13.5% of families live between 200-300% of poverty, a level at which the ability to afford child care, early learning and health insurance is strained. “Work support” benefits—such as earned income tax credits, child care subsidies, health insurance, energy/utility assistance, and food assistance—help families make up the difference between low earnings and basic expenses, and ultimately contribute to longer term stability. The benefit extends beyond the family to the community, where dollars are spent. For example, every \$5 in food stamps generates \$9.20 in economic activity – making basic food assistance vital for recovery.

As the economic crisis in Seattle worsens, unemployment and poverty are on the rise.

The Seattle metro area economy has contracted sharply since the third quarter of 2008. During the past six months a total of 53,400 jobs were lost, a decline of 3.6% and Seattle’s general fund revenue for 2008 fell \$13.3 million, or 1.6%, short of forecast. Before the decline, poverty in Seattle was already relatively high – 13% in Seattle, compared to 11.8% statewide between 2005 and 2007. Furthermore, average poverty rates for Seattle’s Public Use Microdata Areas (PUMAs) ranged from 12.2% to 16.2% over this three-year period; recent one-year data shows one Seattle PUMA with a poverty rate of 19.5%.¹ The most recent estimated unemployment rate for the greater Seattle area is 8.8%, an 83% increase over the average annual rate for 2008.² Evidence suggests low-income families, already eking out an existence on the margins, are most at-risk.

¹ American Community Survey data, 2005-2007.

² U.S. Bureau of Labor Statistics, Local Area Unemployment Statistics

The need for assistance, like work supports, is up. In 2008, PeoplePoint helped people apply for nearly 8,000 benefits, resulting in 5,861 completed enrollments worth at least \$8.6M annually. Through April 2009, the program had already helped people apply for 4,380 benefits, resulting in 2,912 completed enrollments worth at least \$4.3M annually. Anecdotally, outreach workers and community partners are reporting unprecedented inquiries and requests for help.

Yet a gap between the number of families *eligible* for help and the number *getting* help persists. Despite its success, PeoplePoint stands at a critical point in its development and must strengthen its systems and expand its reach in order to connect: 85% of eligible people with the City funded energy/utility assistance they need but are not accessing; 62% of people eligible with the Basic Food support they need but are not receiving; and 48% of families with the Washington State Child Care subsidies for which they are eligible. Among reasons the gap exists are multiple applications, complex eligibility and document requirements, burdensome systems/processes, and limited capacity to formalize partnerships with, equip and train nonprofits to coordinate with PeoplePoint. As a result, the City is not able to get enough people in through their first point of entry, is not always connecting them with the other benefits for which they are eligible, or loses contact with the client.

The City needs help to bolster its capacity to meet the need. Seattle's Mayor charged an interdepartmental PeoplePoint Customer Service Project team to develop recommendations to improve customer service and business practices and to organize PeoplePoint to significantly increase the number of people served. As a result HSD possesses a clear plan for PeoplePoint improvements that would start to close the gap between numbers of eligible and enrolled people. However, the City's capacity to support those recommendations is diminished by the effects of the economy. The City has updated its general fund revenue forecast to account for the

deterioration in national and local economic conditions and the expectation of a deep and lengthy recession. The new forecast for the 2009 and 2010 biennium is \$70.6 million, or 4.2% lower than the forecast prepared for the Adopted Budget. Subsequently, the City is cutting 2009 operating expenses and further budget reductions will be needed for 2010. The City is also reducing its capital spending. The revised forecasts for taxes, which support much of the City's capital spending, are \$24 million, or 36%, lower than the forecast for the Adopted Budget. ARRA funding would help the City respond to the growing needs of Seattle and White Center families.

The City's PeoplePoint Customer Service project team determined that nonprofit partners, as well as several City departments, need additional capacity to partner effectively with PeoplePoint. Currently, HSD has some relationship to more than 33 nonprofit partners that are vital connectors between the City and low income families. At a minimum, partners inform their target populations about PeoplePoint. In more developed partnerships, organizations provide space to PeoplePoint staff who do outreach and enrollment, or have staff trained to do the enrollment themselves. Partners have varying degrees of capacity to work effectively with PeoplePoint, meaning they are not able to take full advantage of PeoplePoint as a resource to help them meet growing demands. HSD currently has no way to identify and move nonprofits along a continuum from where they are now, to where they could be in partnering with PeoplePoint to accelerate client outcomes. The need to formalize these relationships and build the capacity of partners has perhaps never been greater as human service organizations are struggling under the weight of increased demand and diminished resources. According to the 2009 edition of the annual report on charitable giving published by the Giving USA Foundation, 54% of human services organizations reported an increased demand in 2008, yet 60% are cutting staff and budgets this year as revenues decline. Locally, the United Way of King County, an

essential partner to the City, reports that nonprofits are seeing an overall increase in requests for basic needs – most especially utility, rental and food assistance. Requests for rental assistance alone doubled between September 2007 and September 2008. Strengthening nonprofits' ability to partner with PeoplePoint is one important way to improve their capacity to participate in economic recovery. The types of outreach, training, technical assistance or access to equipment required to bring nonprofits into full partnership depend upon the organizations' current participation, readiness and ability, which will be assessed. Additionally, the City needs to mobilize key departments and programs as PeoplePoint access sites that nonprofits can utilize to learn about benefits, refer to or get help enrolling their clients.

PROJECT OBJECTIVES

The overarching objective of The Project is to improve and expand PeoplePoint to achieve a 100% increase in the number of benefits applications and a measurable increase in successful enrollment over two years, leaving PeoplePoint and its network of Nonprofit and Strategic Partners positioned to continue to close the gap between benefits eligibility and enrollment in the Seattle metropolitan area. This will be accomplished by:

- Outreach to more than 33 nonprofits, to key City departments and programs, and via 11,267 regular City employees about ARRA benefits and The Project. HSD will integrate at least three ARRA benefits into PeoplePoint – rental assistance, weatherization, LIHEAP, and/or WIC – and leverage the City's reach so that more people in Seattle can connect with the additional resources they need through the American Recovery & Reinvestment Act, and so that HSD can accurately track and report application and enrollment data. Outreach about The Project begins the process for 25 nonprofits to formalize a relationship with HSD and

become Nonprofit Partners to strengthen their capacity for effective partnership with PeoplePoint. Additionally, HSD will formalize and leverage its relationship with 4 Strategic Partners: the United Way of King County (UWKC), Seattle/King County Asset Building Collaborative (SKCABC) and Bank on Seattle/ King County (BOSKC), Skillup Washington and the Central Area Motivation Program (CAMP) to engage a wider network in recovery.

- Training and technical assistance to 25 Nonprofit Partners, 4 Strategic Partners, and to 10 City libraries, neighborhood service centers and/or community centers so that HSD can leverage a powerful network of collaborators helping to connect low-income people with benefits and to make more strategic cross-organizational/departmental referrals. During the current economic downturn, nonprofit organizations and City departments are operating with limited resources to meet an increasing need for services. PeoplePoint – *especially once bolstered by an electronic benefits portal* – presents an opportunity to increase efficiency, reduce redundancy and improve outcomes for low-income clients. Through the process of formalizing its relationships with Nonprofit Partners and Strategic Partners, the City will assess each agency's readiness and capacity to partner, and then provide training and technical assistance with the goal of moving them, over time, along a continuum of three categories of partnership described more fully under the section titled ***Outreach Strategy***.
- Build HSD's (and the City's) internal capacity by implementing *four* recommendations from the 2009 PeoplePoint Customer Service Project Improvement plan targeted to reduce barriers to enrollment. Specifically:
 1. move to one application for all City-administered PeoplePoint programs;
 2. modify required documentation to facilitate easier enrollment;
 3. implement strategic outreach methods to reach under-served populations; and

4. develop a web-based system for electronic benefit enrollment, underpinning all efforts to improve and expand PeoplePoint, with capacity to connect to a statewide benefits portal evidenced to dramatically increase enrollment³.

RESULTS OR BENEFITS EXPECTED

SCF Impact Area #1: Outreach and education to increase involvement of nonprofit organizations in economic recovery

- Staff and key volunteers of at least 25 nonprofits learn about ARRA- related rental assistance, weatherization, LIHEAP, and Women/Infants/Children (WIC) benefits
- Partnerships are formalized with 25 Nonprofit Partners. Each is designated as Level One, Two or Three partner, based on the depth of partnership they are ready for, and a path is established to move each along the continuum toward the highest level of partnership working with PeoplePoint to connect low-income families with work supports, including newly integrated ARRA-related benefit.
- Outreach through 4 Strategic Partners to 33 additional nonprofits engages a wider network of organizations in economic recovery
- Systems are in place to ensure all partners are informed and up to date at all times on changes to benefit programs, and equipped with the resources, skills and information to improve rates of successful enrollment

³ In Ohio, an estimated \$1.6 Billion in benefits go unclaimed annually – 95% of them federal work supports. To tackle this, Ohio implemented a statewide benefits portal via a community outreach strategy. In less than three years, more than 70,000 Ohioans have accessed more than \$120 million in tax credits and other work supports.

SCF Impact Area #2: Training and technical assistance which builds the capacity of nonprofit organizations to address broad economic recovery issues in the City of Seattle

- 25 Nonprofit Partners receive the training and technical assistance determined appropriate based on an assessment of their readiness to partner with PeoplePoint
- Benefit portal stations are established at 5 Nonprofit Partner and 2 Strategic Partner sites, and staff/ key volunteers receive training and technical assistance to provide ongoing enrollment via the electronic benefit portal
- In total, more than 250 staff and key volunteers of nonprofits are knowledgeable advocates for public benefits for their clients

SCF Impact Area #3: Building the Capacity of HSD and the City to effectively partner with nonprofit organizations through PeoplePoint

- PeoplePoint is a streamlined, standardized program through which HSD can quickly and effectively partner with nonprofits to increase benefits outreach and enrollment.
- At the end of two years, at least 1 additional FTE is in place to provide ongoing outreach, training and technical assistance to new and continuing nonprofit partners, moving organizations along the continuum toward full partnership
- Staff at City departments including the Mayor's Office for Senior Citizens, HSD's Early Learning and Family Support Division, Public Health, City Light, Seattle Public Utilities, the Department of Neighborhoods, Seattle Public Libraries, Office of Housing, and Seattle Parks and Recreation have the training, information and resources at their fingertips to respond to inquiries and act as efficient points of entry or referral for anyone inquiring about benefits.
- PeoplePoint has the technology in place to link to a statewide benefits portal and contribute to a wider effort to close the gap on unclaimed benefits in Washington State. By the second

year of The Project, HSD is able to accurately track all eligibility and enrollment data through this electronic benefits portal and report results.

- PeoplePoint earns a wide-reaching reputation as a credible and reliable resource. More nonprofits trust referring their clients and eventually partnering formally with PeoplePoint as they realize greater efficiencies of staff time as a result of having this resource.
- Nonprofits and their clients have 10 City PeoplePoint access sites to turn to in areas of low income concentration

APPROACH

HSD will spend the first year of The Project building and strengthening PeoplePoint's network of Nonprofit and Strategic Partners, while simultaneously implementing recommendations from its customer service improvement plan, culminating with the network-wide deployment of an electronic benefits portal during the second year. This approach is preferred because it builds a powerful network of collaborators working together to accelerate recovery for people and communities at greatest risk in the state's most populous city. Additionally, the timeline proposed accommodates the effort to link to and leverage a statewide online benefits portal being developed in cooperation with a wide range of public and private partners through the inter-related Washington Access to Benefits Project and the Washington Mobilization Project. Food Lifeline and Second Harvest Inland Northwest have requested support for this through the Strengthening Communities Fund's Nonprofit Capacity Building Program. HSD's plan to provide equipment, training and technical assistance to Seattle area nonprofits *complements* plans by highly respected Food Lifeline and Second Harvest Inland Northwest to prepare food-banks and meal distribution sites statewide to implement the state portal. PeoplePoint already conducts outreach at food banks in Seattle and will incorporate

PeoplePoint local and ARRA benefits in the benefits portal used by Seattle food banks that receive support through the Washington Mobilization Project. Of all activities, adoption and roll-out of a web-based portal for electronic benefit enrollment offers the greatest risk (in terms of time and cost to get it done) and the largest potential return (in Project outcomes).

OUTREACH TO NONPROFITS

The first step in building a more powerful network of partners is clarifying the types of partnerships HSD will formalize, and the types of support it can provide to help organizations meet the responsibilities of partnership. At the outset of The Project, PeoplePoint staff will work with the HSD evaluator to establish criteria for *three levels of partnership* and the indicators for each that will inform the appropriate training and technical assistance that builds nonprofits' organizational, program and collaborative capacity. Once this is clear, HSD will begin getting the word out about The Project and inviting nonprofits to work toward a formal partnership.

Level One:	Level Two:	Level Three:
<i>Staff and key volunteers are trained about benefits and make referrals to PeoplePoint</i>	<i>Agency has clear roles for connecting PeoplePoint staff on-site with clients for outreach and enrollment</i>	<i>Agency is a PeoplePoint site, with City technology on-site and staffing in place for outreach and enrollment</i>

To spread the word that it intends to formalize and develop 25 Nonprofit Partners, HSD will begin outreach immediately to organizations it already has some relationship with, and make introductory visits to new organizations identified by PeoplePoint staff. Priority partnerships are those that help PeoplePoint reach the most economically distressed parts of the city and the communities it currently lacks the capacity to reach – such as cultural or language groups identified by a recent gap analysis as currently underserved. Outreach is targeted and limited to

ensure HSD can move its present loose coalition of collaborating organizations into formal partnerships along a continuum, allowing the City to develop the systems and practices to bring *more* organizations into partnership in the future.

In addition to outreach to build 25 formal PeoplePoint partnerships throughout The Project, HSD will leverage key relationships with UWKC, SKCABC & BOSKC, Skillup Washington and CAMP (*described in the next section*) to improve ARRA-related and PeoplePoint outreach. As a result, HSD will touch an additional 33 nonprofit organizations with information about PeoplePoint and ARRA-related benefits.

TRAINING & TECHNICAL ASSISTANCE

HSD will integrate ARRA-related rental assistance, weatherization, LIHEAP, and/or WIC benefits into PeoplePoint systems and curriculum, update resource materials and begin training and updating City staff, Nonprofit and Strategic Partners on these new benefits *simultaneously* with its outreach about The Project. In Q1 2010, HSD will begin developing training and technical assistance plans for its partners based on the indicators of readiness developed with the Evaluator. Indicators that an organization is ready to become an active PeoplePoint partner may include: *The organization already is serving low income population with appropriate language or cultural competency to reach its target audience. The organization is already trying to link its clients to at least one PeoplePoint benefit.* Indicators an organization is ready to move to a Level Two partnership and receive more tailored technical assistance may include *Leadership and key staff demonstrate they clearly see the value of benefits to achieving the outcomes they are working toward with their low income clients.* Indicators that an organization is ready to graduate to a Level Three partnership and receive a full package of placement of City equipment, training and technical assistance might additionally include

adequate staff and facility to permanently house a PeoplePoint portal; Technology readiness skills to utilize an electronic benefits portal for enrollment and analyzing and reporting outcomes; and Ability to contribute recommendations to HSD for further improving PeoplePoint and closing the gap between eligibility and enrollment. Helping organizations prepare for Level Three partnership *may* include more robust technology planning as the specific form of the electronic benefits portal is defined. As appropriate, HSD may utilize a generic or a partner version of TechAtlas – a nonprofit technology planning tool originally developed by the Seattle affiliate of NPower, a national network of nonprofits that build the technology capacity of other nonprofits. HSD will secure Memoranda of Agreement with all Level Two and Level Three partners in 2010.

This individualized approach will highlight a one-on-one technical assistance plan based on the needs of each Nonprofit Partner. HSD will focus its training and technical assistance strategy on 25 nonprofits to maximize outcomes as described in the Outreach Strategy above. HSD will provide all training on PeoplePoint benefits and systems, technical assistance on applications, systems and partnership responsibilities, and how to use the new benefits portal. It is yet to be determined, but is likely, that an outside consultant will provide any necessary deeper technology assistance for the 5 Level Three partners.

Additionally, HSD will deliver customized activities to strengthen four Strategic Partnerships that will result in a *significant expansion of PeoplePoint's reach by the end of two years:*

- **United Way of King County** operates the largest free tax preparation/EITC campaign in Seattle and King County. HSD will train UWKC staff and volunteers to help people access all PeoplePoint benefits including ARRA benefits; and, by 2011, pilot full benefits portals at two or more Seattle tax sites

- **Seattle-King County Asset Building Collaborative (SKCABC) and Bank on Seattle-King County (BOSKC)** – SKCABC is a coalition of more than 40 public and nonprofit organizations working to advance the field of asset-building, and BOSKC is an initiative with 22 participating banks and credit unions working to bring affordable financial services and products to low-income and unbanked people, and 30 community organizations conducting outreach, half of which provide financial education. HSD will provide information and training on PeoplePoint and ARRA-related benefits to organization staff.
- **Skillup Washington** is a collaborative initiative helping community and technical colleges and employers create training opportunities for low-skill, low-wage workers to move them toward better employment in living wage jobs – including in green jobs and health care. HSD will train Skillup staff and leadership on using PeoplePoint to enroll students in benefits, and will explore the possibility of including Skillup resources through PeoplePoint’s offerings.
- **Central Area Motivation Program (CAMP)** is the primary organization offering LIHEAP in Seattle. PeoplePoint intends to strengthen its connection with CAMP in order to better coordinate access to all energy/utility assistance benefits, as well as to other PeoplePoint benefits including weatherization and other ARRA benefits. The City will explore a partnership with LIHEAP that may make CAMP sites PeoplePoint access sites.

INTERNAL CAPACITY BUILDING

HSD has already conducted a rigorous assessment of PeoplePoint. The resulting PeoplePoint Customer Service Improvement Plan delivered a clear set of recommended actions to produce streamlined systems, better inter-departmental communication and training, targeted outreach strategies, and effective use of technology. ARRA dollars will be used most effectively because the City has already invested the funds in this pre-Project work, and positioned HSD to

act *with additional support* specifically on those recommendations that contribute to more effective partnership with and leverage of nonprofit partners.

The customer service improvement recommendation with the potential for the most dramatic impact upon PeoplePoint's effectiveness is the implementation of a web-based portal for electronic benefit enrollment. Currently, PeoplePoint outreach happens as follows: A PeoplePoint staff visits partner sites where concentrations of low income people gather – or a staff person on-site at a partner agency is funded to act as a PeoplePoint coordinator. Staff distribute printed brochures to educate the public about benefits and eligibility and give out different paper applications, in English only, for each benefit program. Potential applicants are assisted in completing the forms and often have to call other offices or departments for assistance – If their questions span programs, they may be bounced among agencies and may receive erroneous information. Nonprofits are skeptical about involvement with PeoplePoint because of its current limitations and unresolved complexities. They are concerned that in an era of heightened resource scarcity, taking responsibility for enrollment in multiple benefits will drain staff time rather than make it more efficient. While a web-based enrollment portal is not the *only* answer, it is an important one. The client-facing end of the portal will include information on benefits, a benefits calculator, eligibility wizard, application, and data storage, and the back end of the system will accept that application, track it and report results. Models such as The Benefit Bank (www.thebenefitbank.com) developed by Solutions for Progress, Inc. show some of the greatest measurable results in states that have implemented them in conjunction with the human outreach similar to PeoplePoint – as in the case of The Benefit Bank in Arkansas, Florida, Kansas, Mississippi, Ohio, and Pennsylvania. For example, Ohio's deployment of The Ohio Benefit Bank via a community outreach strategy is credited with an estimated 1,997% increase in

medical assistance; 1,365% increase in food assistance; and 6,920% increase in tax assistance over a 21-month period. HSD is an active partner in the Washington Access to Benefits Project because its preference is to link to a statewide system like The Benefit Bank. Since PeoplePoint helps people apply for City-administered and State-administered benefits, the application process and customer experience will be much improved and seamless if all benefits can be accessed through one portal.

The Washington Access to Benefits Project has already done extensive research on potential vendors and completed the groundwork to secure partnerships with State agencies. A statewide portal is expected to be initially ready sometime in 2010, and HSD expects to adopt its technology for electronic benefit enrollment concurrent with the implementation of that statewide portal, with the expectation to link systems by the end of 2010. Further research, acquisition, licensing, and customization will begin in Q1 2010 and a pilot is expected by Q3 or Q4 2010. Once piloted, PeoplePoint staff will begin writing training curriculum and planning the training for City staff and for Level Three partners. By the completion of this grant, there will be 25 PeoplePoint access sites each equipped with *at least* one electronic benefits enrollment station. Each site will have trained staff or volunteers on-hand to provide culturally and linguistically appropriate help using the station to learn about and enroll in public benefits. Of these 25 sites: 5 will be at Level Three Nonprofit Partners; 5 will be at Strategic Partners; 10 will be at City libraries, neighborhood service centers or community centers; and 5 will be mobile stations PeoplePoint staff bring to Level One and Two Nonprofit Partner sites.

While adoption of the technology solution will take the longest, and return the most dramatic results, three other recommended actions are also important and will commence immediately upon start of the Project: HSD will design (1) one application for all City-

administered benefits with (2) simplified documentation requirements. Training curriculum will be updated and PeoplePoint staff and partners will learn about new application procedures. Once HSD has formalized partnerships with 25 nonprofits, it will work with all of them, particularly its 10 Level Two partners and 5 Level Three partners, as well as its 4 special partnerships, to (3) design a more effective and strategic outreach strategy for reaching low income families most marginalized from the City systems and support. New strategies will be piloted and evaluated throughout the second year of The Project.

These activities will result in improved organizational, programmatic and collaborative capacity for HSD – making its PeoplePoint program a better resource for its nonprofit partners.

TIMELINE OF ACTIVITIES

<i>Quarter</i>	<i>Key Activities Launched</i>
-----------------------	---------------------------------------

Q4 2009	Develop partnership criteria and indicators
	Integrate ARRA benefits and train staff and partners
Q1 2010	PeoplePoint training/ TA to Nonprofit Partners
	Research, acquisition, customization of electronic benefits portal
	Single application & simplified eligibility requirements
Q2 2010	Collaboration to improve outreach strategy
Q3 2010	Limited pilot of web-based portal for electronic benefit enrollment
	Develop/ customize curriculum for web-based portal
Q4 2010	City staff trained in electronic benefit enrollment
Q1 2011	Assess technology readiness of Level Three Nonprofit Partners
	Begin equipping, training and TA to deploy benefit portal with Level Three
	Nonprofit Partners, Strategic Partners and key City sites

Senior HSD staff will meet quarterly to review the progress of The Project and will provide updates to the Mayor, the City Council, Washington's 1st and 7th district representatives and Senate offices about the impact of ARRA dollars for Seattle's most vulnerable citizens.

EVALUATION & LOGIC MODEL

The goal of this project is to double the number of benefits applications that People Point handles, and to measurably increase successful benefit enrollment. To do this HSD will implement recommendations of a recent program review, add new benefits and streamline procedures, increase and upgrade its network of portal and referral sites, and inaugurate an electronic benefits enrollment system that can link to a state benefits portal. These intermediate outcomes will be achieved through capacity expansion and program improvements in HSD; outreach to Nonprofit and Strategic Partners; and technical assistance to elevate the role of these partners in fostering economic recovery in Seattle.

Logic Table of People Point Project Process			
SCF Impact Areas	Activities	Intermediate Outcomes	Final Outcomes
Expand HSD capacity	Add & publicize 3 or more new ARRA benefits	ARRA benefits included in project & outreach	More applications for benefits
	Streamline application & documentation for city benefit programs	Simplified application process & fewer barriers to application	More successful applications
	Implement electronic benefit enrollment (EBE) system	Simplified application & enrollment; data to track system performance	Greater economic security for clients

	work w/ statewide coalition to get statewide EBE portal	Easy client access to more benefits online	➡	
	Train HSD program staff	More staff know how to help clients access benefits	➡	
	Expand assessment of partner capacity & needs	Efficient recruitment & needs assessment	➡	More community partners involved in recovery
Outreach to community partners	Assess partner capacity	Solid partners recruited	➡	More applications
	Educate staff about benefits and enrollment	Partners inform clients about benefits	➡	
Expand partner capacity	Improve outreach to clients	Partners reach more benefit-eligible clients	➡	More successful applications
	Set up partners as portals or enrollment sites	More client access to enrollment sites/ assistance	➡	Greater economic security for clients
	Establish EBE stations	Easier client access to applications	➡	
	Technical assistance	Partners stronger & more efficient in helping clients	➡	Partners are able to engage in recovery

Process: SCF Impact Area-specific Work Plans will be developed from this activity list and will structure the process evaluation. The evaluator will consult with the HSD project coordinator and other People Point staff during development of the Plans to assure that progress on each component is trackable through meeting minutes, electronic calendar records of meetings and specific task records. Work Plans and documentation will be reviewed monthly by the evaluator and the project coordinator to assure that the project is on schedule and that

tracking is sufficient. The review schedule will be adjusted to assure adequate oversight. Staff and the evaluator will include a process summary in each scheduled quarterly project report, and will present it at the quarterly meetings with HSD senior staff. The complicated tracking of outreach and technical assistance activities will be designed by outreach staff and the evaluator to assure that it is adequate but not burdensome. To track the development of the solution for electronic benefit enrollment, we will continue the process begun with the 2009 PeoplePoint Customer Service Improvement Project plan.

Outcomes Measurement: Final project outcomes will be relatively straightforward to measure, given the proposed electronic capacity to track benefit applications and their outcomes and count partners. HSD has records of numbers of applications submitted at 2008 baseline (8,000) and seeks to double that number and to increase the 73% success rate achieved in 2008. With electronic information on demographic characteristics of clients the evaluator will be able to identify the kinds of clients, the specific benefits and the partner enrollment agencies with highest and lowest enrollment and success rates. As we update our baseline data on persons eligible for benefits we will also be able to track trends in benefit coverage and identify opportunities for targeted enrollment. Nonprofits at each point on the continuum of partnership can be identified using evolved criteria such as number of staff trained and number of benefits applications submitted. Some intermediate project outcomes will be harder to quantify, particularly those involving assessment of the quality and function of partner organizations. The following section describes the evaluation processes we will develop to assess capacity.

(b) Pre-Assessment Strategy

To assess potential partners' capacity to participate in PeoplePoint, we will summarize and formalize what HSD staff have learned about working with present partners. The evaluator and

HSD PeoplePoint staff will identify an organization's staff-level factors and knowledge associated with effective client service and benefit recruitment; organizational factors like source and stability of funding and leadership experience that affect staff effectiveness; and agencies' history in working with HSD and in reaching target populations of clients. We will review published and 'grey' literature on organizational effectiveness, and interview leaders of some potential partners to understand other organizational factors not apparent to the outsider. For example, to assess potential partners it's critical to know about their incentives and disincentives for participation, and how these might be addressed through training or technical support. The evaluator will pilot test the final list of staff-, organization- and neighborhood-level assessment factors on a few present partners (both capacious and less so) to see how well it discriminates between good and less-good partners.

(c) Post-Assessment Strategy

PeoplePoint will try to select partners that are good risks, based on our pre-assessment strategy, but participating in the Project will require changes and learning in all partners. We propose to evaluate those changes (positive and negative) against the partner's baseline assessment and by interviewing selected partner staff to understand their view of the project. Comparison to the baseline assessment will have a limited quantitative component (increase in numbers of benefit applications, application success rate, numbers and types of clients seen in partners that collect data on their client population). Most post-assessment will be qualitative, and will reflect a partner's baseline status and process records of the type, intensity and apparent success or failure of relevant technical assistance. The critical questions are: did Level 1 partners refer clients to PeoplePoint access points? Did Level 2 and Level 3 partners meet the standards in their MOAs? PeoplePoint staff and partner staff accounts, partner organizational records and

observation by the evaluator may be used to answer these questions. Each partner assessment will be somewhat different, but the final evaluation will look for patterns across partners of similar and different types: which partners did best? Where was improvement easiest to achieve, and what problems remained intractable? Where did technical assistance work well? Which partners dropped out of PeoplePoint, and why? Apart from numbers of clients enrolled in benefits, were there neighborhood-level changes that apparently reflect the work of the project? The final evaluation of partners will thus weave together quantitative and qualitative findings to guide HSD in targeting future partners and expanding access to benefits for households.

GEOGRAPHIC REACH

The Project will operate within the City of Seattle and in White Center, which is a partially-unincorporated area located between Seattle and Burien made up of a highly diverse and relatively low-income population of nearly 21,000 individuals. According to the 2000 Census, the median household income in White Center is \$40,000 as compared to \$53,000 in King County, and 15% percent of White Center households live below the Federal Poverty Line as compared to 8% in King County. The project will also target other economically distressed areas in Seattle.

These are the primary geographic focus areas for PeoplePoint, but the project also operates in extended areas encompassed by Seattle City Light's (SCL) service area. PeoplePoint operates in this wider geographic range because several locally-funded and administered benefits are for SCL customers. These areas outside of Seattle include the cities of Burien and Renton, and unincorporated areas in South King County, as well as Shoreline and some parts of Lake Forest Park, both located north of Seattle.

ADDITIONAL INFORMATION

ORGANIZATIONAL OVERVIEW

HSD provides leadership within the city and throughout King County on human services policy, planning and delivery. HSD works closely with its major community partners – King County and United Way of King County – to understand current and emerging human services needs, and to create a comprehensive and integrated regional human services system that improves the health, safety and education of Seattle’s residents.

In addition to PeoplePoint, HSD encompasses the following services and initiatives: Aging and Disability Services, Homelessness Intervention and Block Grant Administration, Early Learning and Family Support and Youth Development and Achievement, Domestic Violence and Sexual Assault Prevention, Healthy Aging Partnership, and the Ten-Year Plan to End Homelessness in King County

HSD invests about \$88 million each year in more than 230 community-based organizations which provide a wide range of human services and employ hundreds of people. HSD awards contracts to those organizations and programs that clearly demonstrate measurable outcomes and success. HSD provides direct services only when the funding source requires that a government entity serve as provider, when no viable community-based organization is available to provide a service, or when city administration is necessary to access resources. The City’s commitment to PeoplePoint is evidenced by the proactive work done through the PeoplePoint Customer Service Improvement Project.

PROJECT STAFFING

PeoplePoint operates a program within the Office of the Director of HSD. The Project will involve 4 key staff as detailed below:

Jerry DeGrieck: Public Health Manager and Policy Advisor, City of Seattle HSD

Background: *Baccalaureate Degree, University of Michigan. From 2000 to 2004, Jerry was the City/Schools Liaison in the Seattle Office for Education; from 1993 to 2000, the Public Health Services Administrator for Southeast King County; from 1987 to 1993, managed King County's employment and training programs.*

Job Description: *Oversee the City's \$16 million in contracts for public health services and develops public health policy for the City. Jerry convenes and leads the Seattle-King County Asset Building Collaborative, which is comprised of representatives from seven City departments and more than 50 partner organizations; Jerry oversees the City's PeoplePoint program.*

Role in The Project: *Oversee and manage The Project. Develop and formalize PeoplePoint's connections/agreements with key partners including other City departments, the United Way of King County, Skillup Washington, and the Seattle-King County Asset Building Collaborative.*

Susan McCallister: PeoplePoint Bridge to Benefits Supervisor, City of Seattle HSD

Background: *Baccalaureate Degree, Antioch University in Liberal Studies with minors in Human Services and Psychology. Susan brings over 11 years of experience working in the Seattle community providing direct service, advocacy and community training.*

Job Description: *Supervise and Coordinate the City's PeoplePoint program. Supervise 2 FTE's and provide direction for 12 additional HSD staff. Oversee 4 sub-contractors with a total of 8 FTE's. Maintain positive working relationships with 25+ community partners and nonprofits.*

Role in The Project: *(20%, funded by Match) Direct supervisor for the new Human Services Coordinator position. Oversee technology solution development and incorporate local benefits and ARRA benefits within statewide benefits portal. Disseminate information about ARRA benefits throughout City departments, and oversee evaluation activities in collaboration with*

Evaluation Specialist. Provide some training/technical assistance to nonprofits and other City departments and coordinate supplemental training/technical assistance.

Susan Kinne, PhD: Evaluation Specialist, HSD & Epidemiologist II, Public Health

Background: *Masters and PhD in Sociology, University of Washington. 20 years of experience in evaluation and scientific research within the fields of public health and human services.*

Job Description: *Provide technical leadership and assistance in program evaluation to all 6 divisions within HSD. Facilitate project meetings among team members, project mapping, working with contract organizations, data analysis, and assurance of timely communication between team members.*

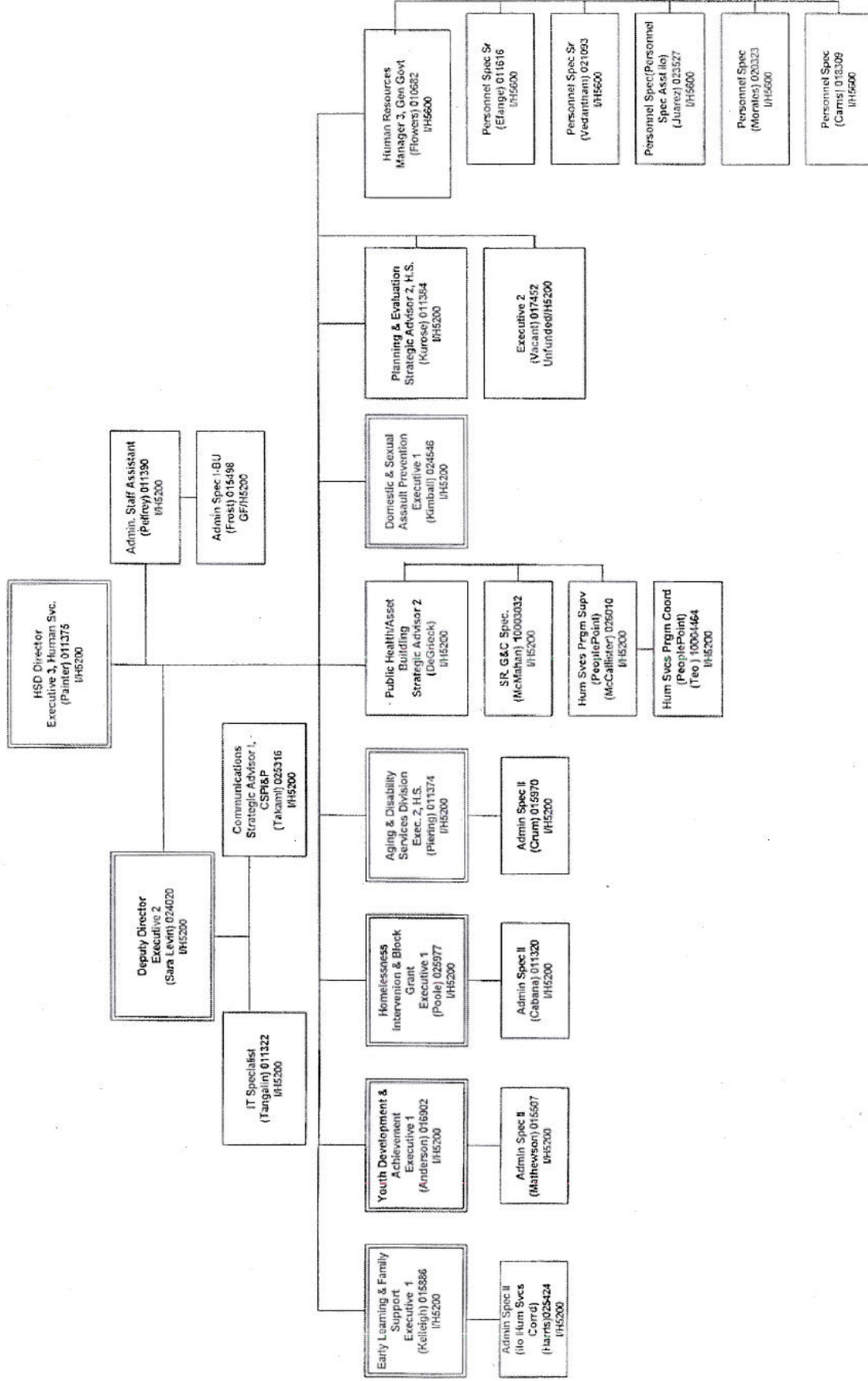
Role in The Project: *Susan will design and oversee project evaluation activities and help analyze the results of the evaluation. Susan will work with Susan McCallister to assure that evaluation activities are carried out as designed.*

Human Services Coordinator (new position)

Required Qualifications: *Two years of experience in human services administration, service delivery, community organizing, contract administration, or related experience and a baccalaureate degree in Social Science, Human Service, Business, or Public Administration. Office technology proficiency, excellent communications skills and ability to convey software/hardware concepts in a non-technical way.*

Job Description/Role in The Project: *Assist in providing PeoplePoint training, support, and technical assistance to nonprofit partners. Identify priority communities and develop partnerships with organizations serving these communities. Develop and negotiate Memorandums of Agreement (MOA), analyze the effectiveness of nonprofit efforts to increase access to benefits, recommend midcourse corrections, and report results.*

HUMAN SERVICES DEPARTMENT Leadership & Administrative Services





Gregory J. Nickels
Mayor of Seattle

July 1, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Dear Mr. Campbell:

I authorize the Seattle Human Services Department (HSD) to submit a proposal to the U.S. Department of Health and Human Services for funding through HHS-2009-ACF-OCS-SN-0092, the Strengthening Communities Fund – State, Local and Tribal Government Capacity Building Program. This is the sole proposal for this fund opportunity that I am authorizing. The proposal will focus on increasing the capacity of the city's PeoplePoint Bridge to Benefits initiative.

HSD is the Authorized Entity because the proposed PeoplePoint project shows the strongest potential to help the city and our nonprofit partners help our most vulnerable residents during this economic downturn and beyond. By leveraging city general funds and Federal ARRA funds to strengthen the capacity of PeoplePoint and its nonprofit partners, we expect to improve outcomes for families who today face barriers to accessing the public benefits they need.

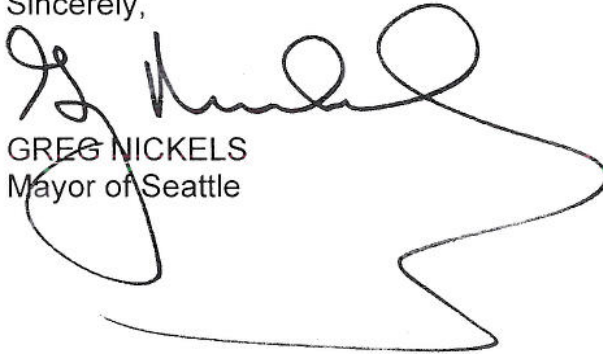
Grant activities will build the city's capacity to help Seattle's residents to access federally – which includes ARRA – state and locally-funded public benefits. Furthermore, the city will work with nonprofit organizations in order to increase their capacity to help their clients and customers to access benefits. Our intention is to reach out to even more lower-income people with information and access to important public benefits.

The city plans to implement the recommendations from the PeoplePoint Customer Service Improvement project that I authorized. These recommendations will help us improve customer service and business practices, streamline our processes and increase the number of people served. This ARRA Capacity Building grant will help the city implement these recommendations, including helping to fund an essential technology solution. This technology solution will be connected to a statewide electronic benefits portal that, in addition to state-administered benefits, will include our local benefits and ARRA benefits such rental assistance, weatherization and WIC.

Project funds, including matching funds from the city's General Fund, will be used to incorporate locally-funded and ARRA benefits into the statewide benefits portal, as well as provide training, support and technical assistance to nonprofit organizations to increase their ability to help lower-income people in the communities they serve to access public benefits. Through this project, we'll also equip these organizations with computer hardware and software so that their staff, and in turn their clients, have access to the benefits portal to facilitate application for benefits.

In 2008, PeoplePoint helped people apply for nearly 8,000 benefits, completing 5,861 enrollments, worth at least \$8.6M annually. With the system and capacity improvements we're making, in two years, we expect to double enrollments. Thank you for your consideration of this proposal. The city is pleased to be the U.S. Department of Health and Human Services' partner in economic recovery and helping our lower-income residents access the benefits and opportunities they need.

Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Nickels', with a long, sweeping horizontal line extending to the right.

GREG NICKELS
Mayor of Seattle



United Way of King County

CHOOSE THE WAY.

Dan Bretler
Board Chair
Norman B. Rice
Board Chair-Elect
Secretary
Michael Bisesi
Chair, Community Building
Committee
Sheryl A. Hildebrand
Treasurer
Chair, Finance Committee

Sandra E. Madna, Ph.D.
Past Board Chair
Chair, Governance Committee
Eric M. Markell
Chair, Audit Committee
Gordon A. McHenry Jr.
At Large Member
Neil L. McReynolds
At Large Member

Jeffery S. Raikes
Patricia Raikes
2006 Campaign Co-chairs
Stephen V. Sundborg, S.J.
At Large Member
Jon Fine
President & CEO

Jeffery S. Raikes
Patricia Raikes
Co-Chairs,
2006 Community Campaign
Blake Nordstrom
Molly Nordstrom
Co-Chairs,
Alexis de Tocqueville Society

Jeffrey H. Brotman
Chair
Campaign Board

July 6, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Mr. Campbell,

United Way of King County is pleased to offer its support to the City of Seattle Human Services Department (HSD) for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. United Way of King County is committed to Ending Homelessness, Getting Kids Ready for School and Meeting the Basic Needs of vulnerable people in our community. United Way provides free tax preparation and access to the Earned Income Tax Credit and other tax credits to help working families increase their incomes and create savings. We partner with local programs, including PeoplePoint, to ensure families access the benefits they are eligible for. We view PeoplePoint as a vital piece of a community wide continuum of strategies aimed at reducing poverty and building assets. The capacity of PeoplePoint and its nonprofit partners is essential.

United Way of King County is one of many community leaders alarmed by a growing body of information indicating a high number of eligible people not accessing the public benefits they need. We support HSD in implementing critical improvements and expansion that will accelerate access to benefits at this unprecedented time of need. Of those improvements, we are especially supportive of HSD's ability to implement a technology solution on track with a wider statewide effort. The cohesion of these efforts will have a tremendous and necessary impact in Washington state and in Greater Seattle.

Thank you for considering the City's application and our letter of support.

Sincerely,

David Okimoto
Senior Vice President, Community Services
United Way of King County

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Seattle-King County

Asset-Building Collaborative

July 6, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Dear Mr. Campbell:

The Seattle King County Asset Building Collaborative (SKCABC) is pleased to offer its support to the City of Seattle Human Services Department (HSD) for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. SKCABC is a coalition of more than 40 public and private organizations that share a common vision: A cohesive and comprehensive system of asset building programs that provide a continuum of services — connecting King County & Seattle low-income and working people with the services they need, when they need them, to achieve their financial goals. We view PeoplePoint as a vital piece of a community wide continuum of strategies aimed at reducing poverty and building assets. The capacity of PeoplePoint and its nonprofit partners is essential.

As a partner in this project, SKCABC agrees to:

- Help promote PeoplePoint benefits including ARRA benefits to all of its member organizations, and in turn, to their clients and customers.
- Work with PeoplePoint on an employer/union strategy to connect lower-income workers with benefits and other asset building services.
- Implement strategies to connect PeoplePoint benefits and asset building with workforce training initiative and fee tax preparation initiatives.
- Promote PeoplePoint benefits including ARRA benefits at foreclosure prevention community events.

SKCABC is especially supportive of HSD's plan to implement a technology solution on track with a wider statewide effort. The cohesion of these efforts will have a tremendous and necessary impact in Washington State and in Greater Seattle. Thank you for considering the City's application and our letter of support.

Best regards,

Diana Stone
Director of Strategic Initiatives

bank on 

SEATTLE-KING COUNTY

Everyone is welcome

July 1, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Mr. Campbell,

Bank on Seattle-King County is pleased to offer its support to the City of Seattle Human Services Department (HSD) for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. Bank on Seattle-King County is an initiative to connect people without bank accounts to affordable mainstream financial services, including checking, savings, credit, and financial education opportunities. Twenty-two banks and credit unions in Seattle and King County are participating. Forty community partners are assisting in the outreach effort and fifteen are offering financial education classes through this initiative. We want to provide people with alternatives to paying more than they need to for financial services.

PeoplePoint helps people to open accounts through Bank on Seattle-King County. We view PeoplePoint as a vital part of a community wide continuum of strategies aimed at reducing poverty and building assets. The capacity of PeoplePoint and its nonprofit partners is essential.

Bank on Seattle-King County is one of many community leaders alarmed by a growing body of information indicating a high number of eligible people not accessing the public benefits they need. We support HSD in implementing critical improvements and expansion that will accelerate access to benefits at this unprecedented time of need. Of those improvements, we are especially supportive of HSD's ability to implement a technology solution on track with a wider statewide effort. The cohesion of these efforts will have a tremendous and necessary impact in Washington State and in Greater Seattle.

I am writing this letter on behalf of the Bank on Seattle-King County sponsors, which include the Seattle-King County Asset Building Collaborative, the Washington State Department of Financial Institutions, the City of Seattle, the Federal Reserve Bank of San Francisco, the Federal Deposit and Insurance Commission (FDIC), and The Seattle Foundation. In addition, we anticipate King County to sign on as a sponsor very soon.

Thank you for considering the City's application and our letter of support.

Best regards,



Michael Brown, Vice President, Community Leadership
The Seattle Foundation



CENTRAL AREA MOTIVATION PROGRAM

722 18th Avenue Seattle, Washington 98122-4704 * 206.812.4940 * Fax 206.328.8138

July 2, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Mr. Campbell,


Central Area Motivation Program (CAMP) is pleased to offer its support to the City of Seattle Human Services Department (HSD) in its application to the Strengthening Communities Fund for improvement and expansion of the PeoplePoint program. Our agency considers PeoplePoint to be a vital community program enabling low- and moderate-income families to connect quickly to a multitude of appropriate benefit programs in a single visit. Growing the capacity of PeoplePoint and its nonprofit partners is essential.

CAMP supports HSD in implementing critical improvements and expansion to accelerate access to benefits at this unprecedented time of need. Of these improvements, the agency endorses HSD's efforts to implement a technology solution in alignment with wider statewide projects. Successful implementation of this initiative will have a tremendously positive effect and change lives for individuals and families in Greater Seattle and across Washington State.

CAMP was founded in 1964 as part of the first generation of community-inspired organizations funded by the Economic Opportunity Act. Over the course of its 45-year history, our agency has been instrumental in combating poverty in the Central Area of Seattle, supporting basic needs and providing education and assistance to the community and beyond. CAMP believes that building HSD's program capacity strongly aligns with our mission to eliminate poverty and create self-sufficiency in our community.

Thank you for your consideration of the City's application and our letter of support.

Kind Regards,


Andrea Caupain
Executive Director



Helping People. Changing Lives.



July 2, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Dear Mr. Campbell,

WithinReach is pleased to offer its support to the City of Seattle Human Services Department for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. The mission of WithinReach is to connect families to health and food resources. As a PeoplePoint partner, our agency can attest to the important role this program plays helping community-based organizations connect low income people to critical public benefits.

Successful partnerships require capacity of both partners to meet mutual expectations. Just as we depend upon the City for effective systems and accessible resources, the City depends upon us to partner on innovative methods to reach families in need. An investment in PeoplePoint means better information, systems, tools and processes. In turn, we can work together more effectively supporting families in harnessing the resources they need during and beyond these historic economic times.

Thank you for considering the City's application and our letter of support.

Sincerely,

Patty Hayes
Executive Director

Programs of WithinReach

Family Health Hotline • Apple Health for Kids Hotline • Family Planning Hotline • Family Food Hotline • ParentHelp123.org
API Hepatitis B Task Force • Breastfeeding Coalition of Washington • Immunization Action Coalition of Washington



Refugee Women's Alliance (ReWA)

Empowering Families, Strengthening Communities

Main Office: 4008 Martin Luther King, Jr. Way S., Seattle, WA 98108

Tel (206) 721-0243 Fax (206) 721-0282 TTY (206) 721-5299

Domestic Violence Programs: PO Box 28112, Seattle, WA 98118

Southend Office: 15245 Pacific Hwy. S., Suite L-#2, Seattle, WA 98188

Tel. 206.957.2029 Fax 206.957.2030 www.rewa.org

Rainier Vista: 4443 Martin Luther King, Jr. Way S., Seattle WA 98108

July 6, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Mr. Campbell,

Refugee Women's Alliance (ReWA) is pleased to offer its support to the City of Seattle Human Services Department for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. The mission of ReWA is to promote inclusion, independence, personal leadership and strong communities by providing refugee and immigrant women and families with culturally and linguistically appropriate services. In 2007, ReWA delivered services to 9,100 refugees and immigrants from Asia, Africa, Eastern European, Latin American and Middle East residing in King and Snohomish Counties. As a PeoplePoint partner, we can attest to the important role this program plays in helping organizations like ours connect refugee and immigrant communities to critical public benefits.

Successful partnerships require capacity of both partners to meet mutual expectations. Just as we depend upon the City for effective systems and accessible resources, the City depends upon us to be able to navigate its programs wisely and strategically. An investment in PeoplePoint means better information, systems, tools and processes. Their investment in us means, in turn, that we can work together more effectively supporting families in harnessing the resources they need during and beyond these historic economic times.

Thank you for considering their application and the tremendous difference it will make for refugee and immigrant communities in Seattle, Washington.

Kind Regards,

Someireh Amirfaiz
Executive Director

Mission Statement - The Refugee Women's Alliance is a nonprofit, multi-ethnic organization that promotes inclusion, independence, personal leadership and strong communities by providing refugee and immigrant women and families with culturally and linguistically appropriate services. ReWA advocates for social justice, public policy changes, and equal access to services while respecting cultural values and the right to self-determination.

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BILL & MELINDA
GATES *foundation*

PO Box 23350
Seattle, WA 98102, USA
V 206/709.3100
F 206/709.3180
www.gatesfoundation.org

July 2, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Dear Mr. Campbell,

The Bill & Melinda Gates Foundation is pleased to offer its support to the City of Seattle Human Services Department (HSD) for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. We view PeoplePoint as a vital piece of a community wide continuum of strategies aimed at reducing poverty and building assets. The capacity of PeoplePoint and its nonprofit partners is essential.

Due to the economic recession, my grant portfolio is focused on increasing access to existing government benefits. The foundation has determined the highest leverage point is to support the development of a statewide online government benefits portal, with a strong civic participation component. We are working closely with other interested funders, including United Way of King County, Philanthropy Northwest and government agencies. During the research phase of this project, we quickly learned of the City of Seattle's effort to include technology into their PeoplePoint program. We have unified our efforts and have been working closely with the City of Seattle as we develop a statewide solution. Generally, the City of Seattle and King County have lower benefit utilization rates, and will need additional resources in this dense, harder-to-serve community.

This application complements our broader efforts and we are very supportive of HSD's ability to implement a technology solution on track with a wider statewide effort. The cohesion of these efforts will have a tremendous and necessary impact in Washington state and in Greater Seattle.

Thank you for considering the City's application and our letter of support.

Sincerely,



Anne Xuan Clark
Program Officer



Neighborhood House
Strong Families. Strong Communities. Since 1906.

July 1, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

ADMINISTRATION
Jesse Epstein Building
905 Spruce Street
Seattle, WA 98104
T (206) 461-8430
F (206) 461-3857
info@nhwa.org
www.nhwa.org

CHILD DEVELOPMENT
(Prenatal to five Head Start)
(206) 461-8430 ext. 248

COMMUNITY HEALTH
(206) 461-8430

**EMPLOYMENT AND
ADULT EDUCATION**
(206) 461-4568 ext. 216

**FAMILY AND
SOCIAL SERVICES**
(206) 461-8430 ext. 224

TRANSPORTATION
(206) 461-6994

YOUTH EDUCATION
(206) 461-4554

Dear Mr. Campbell,

I am writing on behalf of Neighborhood House to offer our support to the City of Seattle Human Services Department for its application to the Strengthening Communities Fund to improve and expand their PeoplePoint program. Neighborhood House is a non-profit community action agency with a broad mission to address the issues of poverty in our community. Every year, we provide a range of education, employment, health, social and community services to 10,000 low-income children, families and seniors in Seattle and surrounding King County.

Our ability to help our clients identify and access public services and resources to address their needs is greatly enhanced by PeoplePoint. We are pleased to be a partner with the City of Seattle and are grateful for their vision and investment in this concept. The City of Seattle has a great reputation for partnering with non-profit community based organizations around a host of health and human service issues and has taken the lead in numerous initiatives to address the challenges of low-income communities such as homelessness and youth violence.

During this unprecedented economic turmoil, we are encountering record numbers of people coming to us in financial crisis. An investment in PeoplePoint will lead to better information, systems, tools and processes to help these individuals and families.

Thank you for your consideration.

Sincerely,

Mark Okazaki
Executive Director



Page 36

The mission of Neighborhood House is to help diverse communities of people with limited resources attain their goals for self-sufficiency, financial independence and community building.



Board of Directors

David Gasca, President
 Ramon Soliz, Vice President
 Jeff Middleton, Treasurer
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 Roxanna Amaral
 Ricardo Garcia
 Christina Garcia-Valdez
 Benita Horn
 Victoria Kill
 Leo J. La Clair
 Gloria Marin
 Urbano Santos
 Billy Smith
 Brenda Williams

El Centro's Programs & Services

Annually, El Centro serves over 25,497 individuals and 12,282 families through the following programs and services.

Luis Alfonso Velásquez Flores
 After School Program
 Basic Healthcare Enrollment
 College Readiness
 ESL/Citizenship Classes
 Financial Literacy Program
 Food Bank
 Homeless Assistance Program
 Homeownership Program
 Hope For Youth Poetry & Civil Rights History Classes
 Individual Savings Plan
 Infant Mortality Prevention
 Job Referral & Life Skills Training
 José Martí Child Development Center
 Parent Involvement & Education Program
 Homeless Hot Meal Program
 Seattle Team For Youth Academic Achievement Program
 Teen Pregnancy Program
 Senior Nutrition & Wellness
 Senior Home Delivered Meals
 Legal Clinic Workshops
 Tax Preparation
 Local, State, National & International Coalition Building
 Immigrant/Human/Civil Rights Advocacy
 Cultural/Political/Social Events
 Court Mandated Community Service Site
 Community Meeting Space

"Para los niños trabajamos, porque ellos son los que saben amar... porque los niños son la esperanza del mundo."

"It is for the children that we work, for they are the ones who know how to love... for they are the hope of the world."

-Jose Marti (1853-1895), Cuban Poet/Martyr

July 6, 2009

Thom Campbell, Program Manager
 Administration for Children and Families
 Office of Community Services Operation Center
 SCF State, Local and Tribal Government Capacity Building Program
 1515 Wilson Boulevard, Suite 100
 Arlington, VA 22209

Estimado Señor Campbell,

El Centro de la Raza is pleased to offer its support to the City of Seattle Human Services Department for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. As a voice and hub of the Latino community, El Centro de la Raza (ECLR) provides strong child and youth programs and comprehensive services that build self-sufficiency. Since 1972, ECLR has helped the Latino community address barriers to stability through culturally relevant, comprehensive social services. In 2008, we provided over 23 different services to 25,497 low-income, homeless, and minority individuals and 12,282 families. As a PeoplePoint partner, our agency can attest to the important role this program plays helping community-based organizations like ours connect low income people to critical public benefits.

Successful partnerships require capacity of both partners to meet mutual expectations. Just as we depend upon the City for effective systems and accessible resources, the City depends upon us to be able to navigate its programs wisely and strategically. An investment in PeoplePoint means better information, systems, tools and processes. Their investment in us means, in turn, that we can work together more effectively supporting families in harnessing the resources they need during and beyond these historic economic times.

Thank you for considering the City's application and our letter of support.

Respetuosamente,

Estela Ortega
 Executive Director

Page 37

Community Action Agency - United Way Agency - Affiliate of the National Council of La Raza
 2524 16th Avenue South, Seattle, WA 98144-5104 - (206) 957-4652 - (206) 329-0786 fax
 E-mail: donor@elcentrodelaraza.org - www.elcentrodelaraza.org

BUDGET JUSTIFICATION NARRATIVE

The City of Seattle Human Services Department (HSD), as the Authorized Entity in this proposal to improve and expand its PeoplePoint program, submits the following justification for our American Recovery and Reinvestment Act of 2009 Strengthening Communities Fund project. The total \$433,743 budget over two years outlined below will provide critical funds for increasing access to local, state and federal benefits for low- and moderate-income people in Seattle. The total budget amount is comprised of \$250,000 of requested ARRA funds and \$183,743 of non-federal matching funds from the City of Seattle General Fund. This project will bring together City departments and nonprofits to increase their capacity to deliver social services. At the same time, the project will equip participating nonprofits with the tools and training they need to be part of an online portal that will increase access to state and federal benefits and tax credits by low- and moderate-income people statewide.

Following are narrative descriptions of the line items in the overall two-year grant budget, as proposed by HSD:

Object Class Category	Federal Budget	Non-Federal Budget	Total Budget
Personnel	\$0	\$128,331	\$128,332

Personnel costs for HSD for this project include 5% FTE for the Public Health Manager and Policy Advisor (annual salary of \$107,073 in 2009, \$109,536 in 2010, \$112,055 in 2011) to perform the role of Project Director over 24 months, totaling \$10,572 in grant funds. The project budget also includes 20% FTE for the People Point Supervisor (annual salary of \$72,767 in 2009, \$74,441 in 2010, \$76,153 in 2011) to oversee day-to-day management of The Project over 24 months, totaling \$28,737 in grant funds. Personnel costs also include 75% FTE for the new People Point Outreach Coordinator position (annual salary of \$60,114 in 2009, \$61,497 in 2010, \$62,911 in 2011) to focus on needs assessment and training for The Project over 24 months,

totaling \$89,023 in grant funds. All Personnel costs are covered by non-federal resources as part of the required match amount.

Object Class Category	Federal Budget	Non-Federal Budget	Total Budget
Fringe Benefits	\$0	\$43,055	\$43,055

Fringe benefits for each of the three staff described above under Personnel are calculated as follows: Dental Insurance at \$149.83 per month; Medical Insurance at \$690.95 per month; Vision Insurance at \$10.62 per month; Death Benefit at \$12 per employee per year; Employee Assistance Program at \$3.50 per employee per year; Group Term Life at 0.1578% of salary per year; Long Term Disability at \$36 per employee per year; Pension at 8.03% of salary; Medicare at 1.45% of salary; FICA at 6.2% of salary up to \$107,882; Unemployment at \$76 per employee per year; Workers Compensation at \$406 per employee per year. Fringe benefits for the Public Health Manager and Policy Advisor for this project total \$3,546 (5% FTE for The Project); fringe benefits for the PeoplePoint Supervisor for this project total \$9,641 (20% FTE for The Project); and fringe benefits for the PeoplePoint Outreach Coordinator for this project total \$29,868 (75% FTE for The Project).

Object Class Category	Federal Budget	Non-Federal Budget	Total Budget
Travel	\$5,000	\$2,369	\$7,369

Local trips to partnering nonprofit organizations and other City service sites in order to carry out project activities will total \$2,369 for the project, based on costs of \$0.55 per mile. The PeoplePoint Supervisor and the PeoplePoint Coordinator will incur these costs traveling to local sites to perform needs assessment, training and capacity building. Vehicles used for travel are from a City-owned motor pool. Local travel costs are covered by non-federal resources as part of the required match amount. The travel line item also includes \$5,000 for airfare, hotel, meals

and other incidentals for two key staff members of The Project to attend the mandatory ACF-sponsored workshop in Washington, D.C.

Object Class Category	Federal Budget	Non-Federal Budget	Total Budget
Equipment	\$110,000	\$0	\$110,000

Purchased equipment will be used to establish PeoplePoint web-based portal sites at community venues including nonprofit partners, tax preparation/EITC sites, CAMP/LIHEAP sites, Neighborhood Services Centers, libraries, and Park's community centers, as well as 'mobile' sites whereby PeoplePoint staff members go to community venues to enroll customers. The Project anticipates equipping 25 sites at an average of \$4,400 per site (\$110,000 divided evenly among 25 sites; some sites may require more equipment than others). Some sites will be equipped with multiple PeoplePoint 'stations.' Approximate cost, including sales tax, of each item to be purchased is as follows: Computer and Monitor, \$1,200; Laptop, Carrying Case, and Battery, \$1,700; Internet Access, \$50 monthly access fee; Scanner, \$120; Portable Scanner and Carrying Case, \$310; Printer, \$275; Portable Printer, \$400. Not every site will require all of the equipment listed here, and the quantity of each item purchased will be determined by the needs assessment of each site. At the end of the 24-month project, the City plans to retain ownership and keep this equipment at all PeoplePoint sites, and will develop a plan to cover any ongoing costs associated with the equipment after the end of the grant period.

Object Class Category	Federal Budget	Non-Federal Budget	Total Budget
Contractual	\$120,362	\$2,903	\$123,265

Contractual costs for The Project include \$20,000 for consultant time for training and technical assistance. PeoplePoint staff will provide most of the training, support, and technical assistance to nonprofit partners for The Project. However, we anticipate that the capacity

building needs of some nonprofit organizations will best be met through the services of specialized consultants. This amount will be covered by federal resources.

The contractual line item for the budget also includes the costs associated with the inclusion of local benefits and ARRA benefits in the statewide benefits portal, estimated to be \$100,362 for The Project. This cost estimate is based on consultations with a number of national and local vendors, the National League of Cities, and several other cities and states that have implemented electronic benefit portal systems, as well as from six responses from vendors to a Request for Information that the City conducted. The City plans to include ten local and ARRA benefit programs to the statewide benefits portal. The City will contract with the vendor who wins the statewide benefits portal contract through a competitive process in which the City participates. Funds may also be used for ongoing vendor charges or site licensing (if required) through the grant period. This amount will be covered by federal resources.

HSD currently contracts with Public Health – Seattle & King County for the services of a half-time epidemiologist for evaluation purposes. A small portion of this contracted Evaluation Specialist's time will be devoted to designing and implementing the evaluation and in analyzing the results of the evaluation. The evaluator will work with the PeoplePoint Supervisor who will have overall responsibility for implementing the evaluation. This contractual cost for The Project is estimated to be \$2,903, or 2.5% FTE of the current contract, over 24 months. This cost will be covered by non-federal resources as part of the required match amount.

Object Class Category	Federal Budget	Non-Federal Budget	Total Budget
Other	\$5,000	\$0	\$5,000

As part of the outreach component of The Project, PeoplePoint outreach brochure will be translated into up to 12 languages (Spanish, Chinese, Vietnamese, Cambodian, Laotian, Korean, Tagalog, Russian, Ukrainian, Somali, Tigrinya, and Amharic). A cost estimate of \$5,000 is

based on recent translation of Bank on Seattle-King County outreach materials into these same languages.

Object Class Category	Federal Budget	Non-Federal Budget	Total Budget
Indirect Charges	\$9,638	\$7,084	\$16,722

HSD has an approved indirect cost rate of 4.01%, which accounts for \$9,638 of federal funds and \$7,084 of non-federal funds for The Project. Therefore, total Direct Charges over the two-year period will total \$417,021 and Indirect Charges will total \$16,722.



City of Seattle

Gregory J. Nickels, Mayor

Human Services Department

Alan Painter, Director

July 2, 2009

Thom Campbell

Program Manager

Administration for Children and Families

Office of Community Services Operation Center

SCF State, Local and Tribal Government Capacity Building Program

1515 Wilson Boulevard, Suite 100

Arlington, VA 22209

Dear Mr. Campbell,

The Seattle Human Services Department is submitting a proposal in response to the U.S. Health and Human Services *Strengthening Communities Fund, State, Local, and Tribal Government Capacity Building Program*. The purpose of this letter is to verify that all of the match funds provided in the budget for HSD's proposal are from the City General Fund, and are not federal funds. The total amount of the City's match for the two-year period is \$183,744.

The position authority and funds for the three positions that are included the proposal's match budget are in the City of Seattle's 2009 adopted budget. The three positions are the Strategic Advisor 2 for Public Health and Asset Building, the PeoplePoint Supervisor, and a new position, Human Services/PeoplePoint Coordinator (position authority effective July 1, 2009).

The City adopts its budget annually. We anticipate that these positions will continue in the City's 2010 and 2011 adopted budgets. Please let me know if you have any questions or need clarification. I can be reached at 206-684-8691.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sara Levin'.

Sara Levin, Deputy Director

Seattle Human Services Department

Seattle Municipal Tower, 700 5th Ave Suite 5800, PO Box 34215, Seattle WA 98124-4215

Tel: 206-386-1001, Fax: 206-233-5119, TTY/TDD: 206-233-2778, www.seattle.gov/humanservices

An equal employment opportunity employer. Accommodations for people with disabilities provided upon request.

Opportunity Title:	American Recovery and Reinvestment Act (ARRA) of 2009 -
Offering Agency:	Administration for Children and Families
CFDA Number:	93.711
CFDA Description:	ARRA - Strengthening Communities Fund
Opportunity Number:	HHS-2009-ACF-OCS-SN-0092
Competition ID:	
Opportunity Open Date:	05/11/2009
Opportunity Close Date:	07/07/2009
Agency Contact:	Office of Community Service Operations Center Email: ocsgrants@acf.hhs.gov Phone: 1-800-281-9519

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* **Application Filing Name:** Improve and Expand PeoplePoint Program

Mandatory Documents

Move Form to Complete

Move Form to Delete

Mandatory Documents for Submission

Application for Federal Assistance (SF-424)
Assurances for Non-Construction Programs (SF-424)
Grants.gov Lobbying Form
Budget Information for Non-Construction Program
Project Narrative Attachment Form
Budget Narrative Attachment Form
Other Attachments Form

Optional Documents

Faith Based EEO Survey
Disclosure of Lobbying Activities (SF-LLL)

Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Instructions

- 1 Enter a name for the application in the Application Filing Name field.**

 - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
 - You can save your application at any time by clicking the "Save" button at the top of your screen.
 - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2 Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.**

 - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
 - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
 - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
 - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3 Click the "Save & Submit" button to submit your application to Grants.gov.**

 - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
 - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
 - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
 - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify) <input type="text"/>	
* 3. Date Received: Completed by Grants.gov upon submission.		4. Applicant Identifier: <input type="text"/>			
5a. Federal Entity Identifier: <input type="text"/>			* 5b. Federal Award Identifier: <input type="text"/>		
State Use Only:					
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>			
8. APPLICANT INFORMATION:					
* a. Legal Name: <input type="text" value="City of Seattle - Human Services Department"/>					
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="9160011275"/>			* c. Organizational DUNS: <input type="text" value="790597814"/>		
d. Address:					
* Street1:		<input type="text" value="700 5th Avenue"/>			
Street2:		<input type="text" value="POB 34215"/>			
* City:		<input type="text" value="Seattle"/>			
County:		<input type="text" value="King"/>			
* State:		<input type="text" value="WA: Washington"/>			
Province:		<input type="text"/>			
* Country:		<input type="text" value="USA: UNITED STATES"/>			
* Zip / Postal Code:		<input type="text" value="98124-4215"/>			
e. Organizational Unit:					
Department Name: <input type="text" value="Human Services Department"/>			Division Name: <input type="text" value="Office of the Director"/>		
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix: <input type="text" value="Mr."/>		* First Name: <input type="text" value="Jerry"/>			
Middle Name: <input type="text"/>					
* Last Name: <input type="text" value="DeGriek"/>					
Suffix: <input type="text"/>					
Title: <input type="text" value="Public Health Manager and Policy Advisor"/>					
Organizational Affiliation: <input type="text"/>					
* Telephone Number: <input type="text" value="206-684-0684"/>		Fax Number: <input type="text"/>			
* Email: <input type="text" value="jerry.degriek@seattle.gov"/>					

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Administration for Children and Families

11. Catalog of Federal Domestic Assistance Number:

93.711

CFDA Title:

ARRA - Strengthening Communities Fund

* 12. Funding Opportunity Number:

HHS-2009-ACF-OCS-SN-0092

* Title:

American Recovery and Reinvestment Act (ARRA) of 2009 - Strengthening Communities Fund - State, Local, and Tribal Government Capacity Building Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Seattle, including the Census Designated Place of White Center (located in South King County)

* 15. Descriptive Title of Applicant's Project:

The City of Seattle Human Services Department seeks to improve and expand its PeoplePoint program through capacity building to double the number of applications for public benefits.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

* a. Applicant 1, 7, 9

* b. Program/Project 1, 7, 9

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date: 10/01/2009

* b. End Date: 09/30/2011

18. Estimated Funding (\$):

* a. Federal	250,000.00
* b. Applicant	183,743.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	433,743.00

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes

☒ No

Explanation

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr.

* First Name: Jerry

Middle Name:

* Last Name: DeGriek

Suffix:

* Title: Public Health Manager and Policy Advisor

* Telephone Number: 206-684-0684

Fax Number:

* Email: jerry.degriek@seattle.gov

* Signature of Authorized Representative: Completed by Grants.gov upon submission.

* Date Signed: Completed by Grants.gov upon submission.

Application for Federal Assistance SF-424

Version 02

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. ARRA - Strengthening Communities Fund; State, Local, and Tribal Government Capacity Building Program	93.711	\$	\$	\$ 250,000.00	\$ 183,743.00	\$ 433,743.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 250,000.00	\$ 183,743.00	\$ 433,743.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	ARRA - Strengthening Communities Fund; State, Local, and Tribal Government Capacity Building Program				
a. Personnel	\$ 128,332.00	\$	\$	\$	128,332.00
b. Fringe Benefits	43,055.00				43,055.00
c. Travel	7,369.00				7,369.00
d. Equipment	110,000.00				110,000.00
e. Supplies					
f. Contractual	123,265.00				123,265.00
g. Construction					
h. Other	5,000.00				5,000.00
i. Total Direct Charges (sum of 6a-6h)	417,021.00			\$	417,021.00
j. Indirect Charges	16,722.00			\$	16,722.00
k. TOTALS (sum of 6i and 6j)	\$ 433,743.00	\$	\$	\$	433,743.00
7. Program Income	\$	\$	\$	\$	\$

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. ARRA - Strengthening Communities Fund; State, Local, and Tribal Government Capacity Building Program	\$ 183,743.00	\$	\$	\$ 183,743.00	
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)	\$ 183,743.00	\$	\$	\$ 183,743.00	

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 114,783.00	\$ 36,406.00	\$ 26,005.00	\$ 26,367.00	\$ 26,005.00
14. Non-Federal	\$ 86,906.00	\$ 15,509.00	\$ 23,799.00	\$ 23,799.00	\$ 23,799.00
15. TOTAL (sum of lines 13 and 14)	\$ 201,689.00	\$ 51,915.00	\$ 49,804.00	\$ 50,166.00	\$ 49,804.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. ARRA - Strengthening Communities Fund; State, Local, and Tribal Government Capacity Building Program	\$ 135,217.00	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$ 135,217.00	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	
22. Indirect Charges:	Predetermined @ 4.01%, \$9,638 in federal funds
23. Remarks:	

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Completed on submission to Grants.gov</p>	<p>* TITLE</p> <p>Public Health Manager and Policy Advisor</p>
<p>* APPLICANT ORGANIZATION</p> <p>City of Seattle - Human Services Department</p>	<p>* DATE SUBMITTED</p> <p>Completed on submission to Grants.gov</p>

Project Narrative File(s)

* Mandatory Project Narrative File Filename:

To add more Project Narrative File attachments, please use the attachment buttons below.

Budget Narrative File(s)

* Mandatory Budget Narrative Filename:

Add Mandatory Budget Narrative

Delete Mandatory Budget Narrative

View Mandatory Budget Narrative

To add more Budget Narrative attachments, please use the attachment buttons below.

Add Optional Budget Narrative

Delete Optional Budget Narrative

View Optional Budget Narrative

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION

City of Seattle - Human Services Department

* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix: Mr.

* First Name: Jerry

Middle Name:

* Last Name: DeGriek

Suffix:

* Title: Public Health Manager and Policy Advisor

* SIGNATURE: Completed on submission to Grants.gov

* DATE: Completed on submission to Grants.gov

Other Attachment File(s)

* Mandatory Other Attachment Filename:

To add more "Other Attachment" attachments, please use the attachment buttons below.

OTHER ATTACHMENTS

In addition to the 1 page Table of Contents, 1 page Summary/Abstract, 20 page Project Description, 15 pages of Additional Information and Required Information. Please consider the following section to be in addition to our required application materials.

Contents:

- ARRA Certification from City of Seattle
- Additional Letters of Support

**AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009
REQUEST FOR MAYOR'S CERTIFICATION**

Proposal Name:	Strengthening Communities Fund – Capacity Building for Local Government
Amount Requested:	\$250,000
Application Deadline:	July 7, 2009
Brief highlights of proposal (in bullet format, no more than 3 -4 lines)	<ul style="list-style-type: none"> • Help fund and implement technology for PeoplePoint; incorporate local and ARRA benefits within statewide electronic benefits portal • Implement PeoplePoint Customer Service project recommendations • Provide technology to nonprofit partners; extend PeoplePoint's reach
Grantor/Administrator	U.S. Dept of Health & Human Services
Date submitted to Mayor's Office for signature:	Certification will be made electronically; no paper signature required. Mayor has already signed authorization letter.
Mayor's signature needed by:	As part of the grant application, HSD intends to make an electronic certification on behalf of the Mayor on July 7, 2009 attesting to the requirements listed below. If you have any questions or concerns, please contact Jerry DeGriek at HSD. Otherwise, HSD will plan on submitting the electronic certification on July 7, 2009.
Return Signed Certifications to:	Certification will be made electronically; no paper signature required.

HSD intends to submit this ARRA application electronically, which will require an electronic certification on your behalf that you are attesting to the following Accountability and Transparency requirements for this proposal.

- Separate tracking and reporting of ARRA funds, outcomes and performance measures;
- Quarterly financial and programmatic reporting no later than 10 calendar days after the end of each calendar quarter, beginning January 10, 2010;
- Reporting Fraud, Waste, Error and Abuse to an appropriate inspector general;
- Other requirements:

☒ Non-supplanting provision – Funds awarded will be used to supplement existing funds for program activities, and will not replace nonfederal funds that have already been appropriated for this purpose.

☒ Other – 20% match required, which we can cover through new City funding (Finance General position available starting July 2009); funds cannot be used for direct services

The following departments and staff members have reviewed the requirements listed above, and recommend that HSD be authorized to submit your electronic certification. If you have any questions or concerns, please contact Jerry DeGrieck. Otherwise, HSD will plan on submitting the electronic certification on your behalf on or around July 6, 2009.

Department	Name	Initials	Date
HSD	Alan Painter	AP	7-2-09
OPM/DOF	Marilyn Littlejohn	ML	7-2-09
OIR	Emelie East/Linda Cannon	EC	7/2/09
MO	Tim Ceis/Ken Nakatsu	TC	7-2-09

July 6, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Mr. Campbell,

Crisis Clinic is pleased to offer its support to the City of Seattle Human Services Department for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. The mission of Crisis Clinic is to connect people with the critical resources they need. Between January and June of 2009, Information & Referral Specialists on our 2-1-1 Community Information Line referred 94 callers to the PeoplePoint program. Although our phone services are free to everyone in the Seattle-King County area, the majority of callers to 2-1-1 are living at or below the poverty line. Because of the economic downturn, 2-1-1 has also experienced a significant increase in callers who need to access social or health services for the first-time. As a PeoplePoint partner, our agency can attest to the important role this program plays helping community-based organizations like ours connect low income people to critical public benefits.

Successful partnerships require capacity of both partners to meet mutual expectations. Just as we depend upon the City for effective systems and accessible resources, the City depends upon us to be able to navigate its programs wisely and strategically. An investment in PeoplePoint means better information, systems, tools and processes. Their investment in us means, in turn, that we can work together more effectively supporting families in harnessing the resources they need during and beyond these historic economic times.

Thank you for considering the City's application and our letter of support.

Kind Regards,



Susan Gemmel
2-1-1 Director



Main Office
2103 South Atlantic Street
Seattle, WA 98144-3615
(206) 329-2050
ascinfo@atlanticstreet.org

Rainier Beach Family Center
8825 Rainier Avenue South
Seattle, WA 98118-4928
(206) 723-1301
rbfcinfo@atlanticstreet.org

NewHolly Youth & Family Center
7050-32nd Avenue South
Seattle, WA 98118-3502
(206) 723-4073
nhfcinfo@atlanticstreet.org

July 2, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Mr. Campbell,

Atlantic Street Center is pleased to offer its support to the City of Seattle Human Services Department for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. The mission of Atlantic Street Center is to help families and communities raise healthy, successful children and youth. We direct our resources toward low-income children, youth and families of color in Seattle's central and southeast neighborhoods. As a PeoplePoint partner, our agency can attest to the important role this program plays helping community-based organizations like ours connect low income people to critical public benefits.

Successful partnerships require capacity of both partners to meet mutual expectations. Just as we depend upon the City for effective systems and accessible resources, the City depends upon us to be able to navigate its programs wisely and strategically. An investment in PeoplePoint means better information, systems, tools and processes. Their investment in us means, in turn, that we can work together more effectively supporting families in harnessing the resources they need during and beyond these historic economic times.

Thank you for considering the City's application and our letter of support.

Sincerely,

Edith C. Elion, MSW
Executive Director



July 1, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Mr. Campbell,

Southwest Youth & Family Services is pleased to offer its support to the City of Seattle Human Services Department for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. Last year, our agency served over 800 families in providing much needed advocacy and family support services for emergency needs such as housing, food, energy assistance and clothing along with systems advocacy such as immigration, healthcare and education. Southwest Youth & Family Services has provided services to families since 1979, by providing culturally relevant counseling, education and family support in Delridge, White Center, South Park and West Seattle. SWYFS has been a partner in PeoplePoint for the last two years and values PeoplePoint for the help it provides our staff in identifying and accessing important benefits for families in our communities.

We are proud of our relationship with the City of Seattle as we work together to ensure access to services that families rely on for survival. A core value of SWYFS is to be responsive to community needs as defined by community members; this partnership with the City of Seattle and programs like PeoplePoint supports that value and helps us fulfill our mission by delivering services that are meaningful and useful to families throughout our service area. An investment in PeoplePoint means better information, systems, tools and processes throughout the City of Seattle, and helps us support families who are struggling to make ends meet, especially given these difficult times.

Thank you for your consideration of the City of Seattle's ARRA's Grant application to expand PeoplePoint on behalf of the families that SWYFS serves.

Sincerely,

A handwritten signature in cursive script, reading "Leslie Galloway".

Leslie Galloway
Administrative Coordinator



July 6, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Mr. Campbell,

Cascade People's Center is pleased to offer its support to the City of Seattle Human Services Department for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. PeoplePoint plays a significant role in our community and we consider them an important partner.

The mission of Cascade People's Center is to empower families and strengthen communities. We are a Family Support Center in one of Seattle's most diverse neighborhoods. Cascade People's Center provides services for over 800 participants every month. Our participants range across income levels and present with a variety of needs—which means that our partners need to be able to navigate a variety of systems.

PeoplePoint is the perfect agency to refer participants who need assistance navigating services provided by multiple groups. PeoplePoint provides accurate information and assistance with services from nonprofit, City, County, and State agencies. The "one stop shopping" model PeoplePoint provides saves time and money while meeting participant needs. Referring a participant to PeoplePoint allows us to make the most of the limited resources at Cascade People's Center—without compromising on our commitment to program participants.

Please invest in improving and expanding PeoplePoint.

Thank you for considering the City's application and our letter of support.

Kind Regards,

Melissa Jonas
Community Outreach/Fund Development Coordinator
Cascade People's Center
mjonas@lcsnw.org



July 1, 2009

SEATTLE/BUSINESS OFFICE
1225 S Weller, Suite 300
Seattle, WA 98144
206.329.1011

EAST KING COUNTY
Family Resource Center Campus
16315 NE 87th Street, Suite B8
Redmond, WA 98052
425.865.9033

SOUTH KING COUNTY
232 2nd Ave S, Suite 104
Kent, WA 98032
253.852.2566

web: www.childcare.org
email: ccr@childcare.org

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government
Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Dear Mr. Campbell:

Child Care Resources (CCR) is pleased to support the City of Seattle Human Services Department application to the Strengthening Communities Fund to improve and expand the PeoplePoint Program. Child Care Resources has worked collaboratively with PeoplePoint for more than five years to support families with low incomes access a variety of essential public services.

Child Care Resources is the local child care resource and referral program in King County. We help more than 6000 families per year to access child care, and we refer Seattle families in need of critical services to PeoplePoint. Our work with families offers strong evidence of the critical role this program plays in helping families maintain economic stability.

We strongly support the need for investments in the PeoplePoint program that will integrate ARRA benefits information into PeoplePoint, increase the number and capacity of non-profit partners linking families with benefits, and implement improvements to reduce barriers and increase the number of clients accessing PeoplePoint programs. These investments will also help strengthen the partnership of the City and community agencies to more effectively support families in harnessing the resources they need during these challenging economic times.

We appreciate your consideration of the City's application and the important effect that this investment can have for families in Seattle, Washington.

Sincerely,

Deeann Burtch Puffert

Deeann Burtch Puffert
Chief Executive Officer



Location 120 Sixth Avenue North, Seattle, WA
Mailing P.O. Box 19028, Seattle, WA 98109-1028
Telephone 206-615-3300
TTY 1-800-833-6388
Website www.seattlehousing.org

July 2, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Mr. Campbell:

Seattle Housing Authority (SHA) is pleased to offer its support to the City of Seattle Human Services Department (HSD) for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. Seattle Housing Authority is a public corporation, providing affordable housing to more than 26,500 people. Of these, approximately 20,500 have incomes below 30 percent of the area median income. In keeping with our mission, the agency supports a wide range of community services for residents, including employment services, case management and youth activities.

PeoplePoint is a critical partner in serving our clients to ensure that they are aware of public benefits and can receive assistance with accessing those benefits. SHA has promoted PeoplePoint services to our clients through flyer distribution to several thousand clients, and we have provided office space at our main admissions center for PeoplePoint staff to serve low income clients seeking SHA housing resources.

SHA is one of many community leaders alarmed by a growing body of information indicating a high number of eligible people do not access the public benefits they need. We support HSD in implementing critical improvements and expansion that will accelerate access to benefits at this unprecedented time of need. Of those improvements, we are especially supportive of HSD's ability to implement a technology solution on track with a wider statewide effort. The cohesion of these efforts will have a tremendous and necessary impact on the low income people we jointly seek to serve.

Thank you for considering the City's application and our letter of support.

Sincerely,

Thomas M. Tierney
Executive Director

Commissioners Yusuf Cabdi *Chair* John Littel *Vice Chair*
Sybil Bailey Nora Gibson Katie Hong Juan Martinez Kollin Min

Executive Director
Tom Tierney

Frederick C. Kiga
Vice President
Govt & Community Relations
Commercial Airplanes

The Boeing Company
P.O. Box 3707 MC 21-81
Seattle, WA 98124-2207

July 2, 2009



Mr. Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Dear Mr. Campbell,

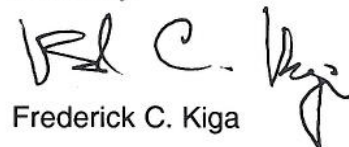
The Boeing Company is pleased to offer its support to the City of Seattle Human Services Department (HSD) for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program.

The Boeing Company includes Global Corporate Citizenship as one of its core values and we partner with the community to maximize our impact in addressing community needs. Through its work in Health and Human Services, the Boeing Company seeks to promote the economic well-being and health of our communities' most vulnerable residents. PeoplePoint strongly aligns with this objective as it is a vital piece of a community-wide continuum of strategies aimed at reducing poverty and building assets. The capacity of PeoplePoint and its nonprofit partners is essential.

The Boeing Company is one of many community leaders alarmed by a growing body of information indicating a high number of eligible people not accessing the public benefits they need. We support HSD in implementing critical improvements and expansion that will accelerate access to benefits at this unprecedented time of need. Of those improvements, we are especially supportive of HSD's ability to implement a technology solution on track with a wider statewide effort. The cohesion of these efforts will have a tremendous and necessary impact in Washington State and in Greater Seattle.

Thank you for considering the City's application and our letter of support.

Sincerely,


Frederick C. Kiga

Jerry DeGrieck - Fwd: letter of support

From: Jerry DeGrieck
Subject: Fwd: letter of support

July 2, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Mr. Campbell,

The Church Council of Greater Seattle is pleased to offer its support to the City of Seattle Human Services Department (HSD) for its application to the Strengthening Communities Fund to improve and expand the PeoplePoint program. The Church Council of Greater Seattle represents 15 denominations and hundreds of churches in the Seattle area through programs providing for transitional housing, youth employment and a furniture bank serving hundreds of families, as well as advocacy to confront poverty and work for a more just society. We view PeoplePoint as a vital piece of a community wide continuum of strategies aimed at reducing poverty and building assets. The capacity of PeoplePoint and its nonprofit partners is essential.

The Church Council of Greater Seattle is one of many community leaders alarmed by a growing body of information indicating a high number of eligible people not accessing the public benefits they need. We support HSD in implementing critical improvements. We also look forward to working with the City on identifying faith communities that can serve as benefit portals as part of the expansion that will accelerate access to benefits at this unprecedented time of need. Of those improvements, we are especially supportive of HSD's ability to implement a technology solution on track with a wider statewide effort. The cohesion of these efforts will have a tremendous and necessary impact in our community and across the Washington state.

Thank you for considering the City's application and our letter of support.

Kind Regards,

Michael Ramos
Executive Director
Church Council of Greater Seattle
4 Nickerson Street, Suite 300
Seattle, WA 98109

July 2, 2009

Thom Campbell, Program Manager
Administration for Children and Families
Office of Community Services Operation Center
SCF State, Local and Tribal Government Capacity Building Program
1515 Wilson Boulevard, Suite 100
Arlington, VA 22209

Mr. Campbell,

Solid Ground is pleased to support the City of Seattle Human Services Department's (HSD) application to the Strengthening Communities Fund to improve and expand the People Point program.

Solid Ground is a multi-service agency that provides a variety of services for low-income people in the Seattle/King County area. We offer housing, food, transportation, legal aid, mortgage assistance and other critical services for low-income families and individuals.

We serve people everyday who are not receiving public benefits to which they are entitled. The process for applying for public benefits is confusing, burdensome and lengthy. This cumbersome process is getting worse due to state budget cuts and the increased demand due to the economic recession. As a result, thousands of needy Washington and Seattle residents are going without health coverage, income assistance, food stamps and energy assistance.

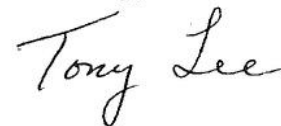
People Point will greatly expand the number of people receiving public benefits. It is a critical piece of a larger effort in our state to create an easy entry point to the many federal and state programs available to people in need. Easier and expanded access to benefits is crucial if we are to meet the basic needs of low-income people in this time of unprecedented hardship and suffering.

People Point has a vast network of community-based organizations that help low-income residents. Increasing the capacity of People Point and its non-profit partners is absolutely essential if we are to increase the number of people receiving public benefits.

We enthusiastically support HSD's efforts to implement a technology solution, and improve and expand its efforts to increase access to benefits.

Thank you for considering our letter of support.

Sincerely,

A handwritten signature in cursive script that reads "Tony Lee".

Tony Lee
Advocacy Director

Opportunity Title:	American Recovery and Reinvestment Act (ARRA) of 2009 -
Offering Agency:	Administration for Children and Families
CFDA Number:	93.711
CFDA Description:	ARRA - Strengthening Communities Fund
Opportunity Number:	HHS-2009-ACF-OCS-SN-0092
Competition ID:	
Opportunity Open Date:	05/11/2009
Opportunity Close Date:	07/07/2009
Agency Contact:	Office of Community Service Operations Center Email: ocsgrants@acf.hhs.gov Phone: 1-800-281-9519

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* **Application Filing Name:**

Mandatory Documents

Move Form to Complete

Move Form to Delete

Mandatory Documents for Submission

Application for Federal Assistance (SF-424)
Assurances for Non-Construction Programs (SF-424)
Grants.gov Lobbying Form
Budget Information for Non-Construction Program
Project Narrative Attachment Form
Budget Narrative Attachment Form
Other Attachments Form

Optional Documents

Faith Based EEO Survey
Disclosure of Lobbying Activities (SF-LLL)

Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Instructions

- 1 Enter a name for the application in the Application Filing Name field.**

 - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
 - You can save your application at any time by clicking the "Save" button at the top of your screen.
 - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2 Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.**

 - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
 - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
 - To open and complete a form, simply click on the form's name to select the item and then click on the ==> button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
 - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3 Click the "Save & Submit" button to submit your application to Grants.gov.**

 - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
 - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
 - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
 - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify)

* 3. Date Received:

Completed by Grants.gov upon submission.

4. Applicant Identifier:

5a. Federal Entity Identifier:

* 5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Seattle - Human Services Department

* b. Employer/Taxpayer Identification Number (EIN/TIN):

9160011275

* c. Organizational DUNS:

790597814

d. Address:

* Street1:

700 5th Avenue

Street2:

POB 34215

* City:

Seattle

County:

King

* State:

WA: Washington

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

98124-4215

e. Organizational Unit:

Department Name:

Human Services Department

Division Name:

Office of the Director

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

Jerry

Middle Name:

* Last Name:

DeGriek

Suffix:

Title: Public Health Manager and Policy Advisor

Organizational Affiliation:

* Telephone Number: 206-684-0684

Fax Number:

* Email: jerry.degriek@seattle.gov

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*** Other (specify):**

*** 10. Name of Federal Agency:**

Administration for Children and Families

11. Catalog of Federal Domestic Assistance Number:

93.711

CFDA Title:

ARRA - Strengthening Communities Fund

*** 12. Funding Opportunity Number:**

HHS-2009-ACF-OCS-SN-0092

*** Title:**

American Recovery and Reinvestment Act (ARRA) of 2009 - Strengthening Communities Fund - State, Local, and Tribal Government Capacity Building Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Seattle, including the Census Designated Place of White Center (located in South King County)

*** 15. Descriptive Title of Applicant's Project:**

The City of Seattle Human Services Department seeks to improve and expand its PeoplePoint program through capacity building to double the number of applications for public benefits.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

* a. Applicant 1,7,9

* b. Program/Project 1,7,9

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date: 10/01/2009

* b. End Date: 09/30/2011

18. Estimated Funding (\$):

* a. Federal	250,000.00
* b. Applicant	183,743.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	433,743.00

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes ☒ No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. * First Name: Jerry
Middle Name:
* Last Name: DeGriek
Suffix:

* Title: Public Health Manager and Policy Advisor

* Telephone Number: 206-684-0684 Fax Number:

* Email: jerry.degriek@seattle.gov

* Signature of Authorized Representative: Completed by Grants.gov upon submission. * Date Signed: Completed by Grants.gov upon submission.

Application for Federal Assistance SF-424

Version 02

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. ARRA - Strengthening Communities Fund; State, Local, and Tribal Government Capacity Building Program	93.711	\$	\$	\$ 250,000.00	\$ 183,743.00	\$ 433,743.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 250,000.00	\$ 183,743.00	\$ 433,743.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	ARRA - Strengthening Communities Fund; State, Local, and Tribal Government Capacity Building Program				
a. Personnel	\$ 128,332.00	\$	\$	\$	128,332.00
b. Fringe Benefits	43,055.00				43,055.00
c. Travel	7,369.00				7,369.00
d. Equipment	110,000.00				110,000.00
e. Supplies					
f. Contractual	123,265.00				123,265.00
g. Construction					
h. Other	5,000.00				5,000.00
i. Total Direct Charges (sum of 6a-6h)	417,021.00			\$	417,021.00
j. Indirect Charges	16,722.00			\$	16,722.00
k. TOTALS (sum of 6i and 6j)	433,743.00	\$	\$	\$	433,743.00
7. Program Income	\$	\$	\$	\$	

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. ARRA - Strengthening Communities Fund; State, Local, and Tribal Government Capacity Building Program	\$ 183,743.00	\$	\$	\$	183,743.00
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)	\$ 183,743.00	\$	\$	\$	183,743.00

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 114,783.00	\$ 36,406.00	\$ 26,005.00	\$ 26,367.00	\$ 26,005.00
14. Non-Federal	\$ 86,906.00	\$ 15,509.00	\$ 23,799.00	\$ 23,799.00	\$ 23,799.00
15. TOTAL (sum of lines 13 and 14)	\$ 201,689.00	\$ 51,915.00	\$ 49,804.00	\$ 50,166.00	\$ 49,804.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. ARRA - Strengthening Communities Fund; State, Local, and Tribal Government Capacity Building Program	\$ 135,217.00	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$ 135,217.00	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	Predetermined @ 4.01%, \$9,638 in federal funds
22. Indirect Charges:	
23. Remarks:	

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Completed on submission to Grants.gov</p>	<p>* TITLE</p> <p>Public Health Manager and Policy Advisor</p>
<p>* APPLICANT ORGANIZATION</p> <p>City of Seattle - Human Services Department</p>	<p>* DATE SUBMITTED</p> <p>Completed on submission to Grants.gov</p>

Project Narrative File(s)

*** Mandatory Project Narrative File Filename:**

To add more Project Narrative File attachments, please use the attachment buttons below.

Budget Narrative File(s)

*** Mandatory Budget Narrative Filename:**

To add more Budget Narrative attachments, please use the attachment buttons below.

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION	
City of Seattle - Human Services Department	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: Mr.	* First Name: Jerry Middle Name:
* Last Name: DeGriek	Suffix:
* Title: Public Health Manager and Policy Advisor	
* SIGNATURE: Completed on submission to Grants.gov	* DATE: Completed on submission to Grants.gov

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